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State of Louisiana
OFFICE OF THE LIEUTENANT GOVERNOR
DEPARTMENT OF CULTURE, RECREATION & TOURISM
OFFICE OF MANAGEMENT AND FINANCE

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HUMAN RESOURCES MEMORANDUM NO. 2011-018

TO: All OLG/DCRT Employees

FROM: Rikki Nicole David, PHR 
Human Resources Director

SUBJECT: Merit Suspension – Fiscal Year 2011-2012

DATE: May 24, 2011

At its regular business meeting on April 6, 2011, the Civil Service commission approved adoption of Rule 6.14.1 with an effective date of July 1, 2011 as stated below:

6.14.1 Temporary Suspension of Merit Increase Authority *** All provisions of the Merit Increase Rule shall be suspended for the period of July 1, 2011 through June 30, 2012. During this period of suspension, no appointing authority may grant a merit increase to any employee nor may any employee gain eligibility for a merit increase.

With the approval of this rule, any employees who are eligible for a merit increase with effective dates of July 1, 2011 through June 30, 2012 shall be suspended.

Please note that Performance Planning and Review requirements remain unchanged by this action. Appointing authorities must continue to comply with all Civil Service Rules regarding performance planning and review of employees. The Office of Human Resources will continue to send out ticklers for employee anniversary dates.

If you have any questions, please contact the Human Resources Office at (225) 342-0880.

RND:cm

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